CIVIL SERVICE COMMISSION
COUNTY OF SAN DIEGO

May 19, 1993

TO: CIVIL SERVICE COMMISSION

FROM: LARRY COOK, Executive Officer

CONFLICT OF INTEREST CODE

All County departments are required by the Government Code to adopt and follow a Conflict of Interest Code. Your Commission's current Code was adopted in 1977 and is not consistent with the codes of other departments. County Counsel has advised that the most relevant model to follow comes from Title 2, Division 6 of the California Code of Regulations, Section 18730, which is an administrative guide for developing a Conflict of Interest Code (attached).

Counsel has also advised that the Commission's Conflict of Interest Code should consist of three categories as follows:

1. Title 2, Division 6 of the California Code of Regulations, Section 18730.

2. A listing of schedules that must be completed by participants. The schedules come from the Fair Political Practices Commission, form 730 (attached) and they include Schedule D – Income; Schedule D-1 – Income--Travel Payments, Advances, Reimbursements; Schedule E - Income -- Loans; Schedule F - Income – - Gifts; Schedule G - Business Positions; Schedule H-1 – Commission Income -- Commission Income Received buy Brokers, Agents and Salespersons; Schedule H-2 – Income and Loans to a Business Entity or Trust; Schedule H-3 - Income from Rental Property.

3. A listing of individuals who are required to complete the above schedules. Those individuals are all Civil Service Commissioners and the Executive Officer of the Commission.

Adoption of this new Code will not require any filing of forms, except by the Executive Officer, until March, 1994 when we do our annual reporting. At that time, and annually thereafter, we will complete the schedules described above. County Counsel and staff will be available at your May 19, 1993 meeting to answer any questions you may have about this subject, or feel free to call me prior to your meeting.

LARRY

LC:jkk
Encs.

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